

## MSF RIDERCOURSE<sup>SM</sup> RANGE INFORMATION FORM

### INSTRUCTIONS:

- Complete one Range Information Form for each proposed range.
- Submit photos of the proposed range as depicted in the Guidelines For Range Photographs document available in the RETSORG Library.

Business Name of Training Provider/ \_\_\_\_\_  
 Name of Military Base: \_\_\_\_\_ Existing RERP #: \_\_\_\_\_  
 Name of Range Location: \_\_\_\_\_  
 Physical Street Address of Range: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 If your range is outside of the U.S., Province: \_\_\_\_\_ Country: \_\_\_\_\_

Add this site to MSF's online *RiderCourse* Locations page? ☐ Yes ☐ No Enrollment Ph: ( ) \_\_\_\_\_  
 Is MSF-recognized training currently being conducted on this range? ☐ Yes ☐ No If yes, RERP #: \_\_\_\_\_

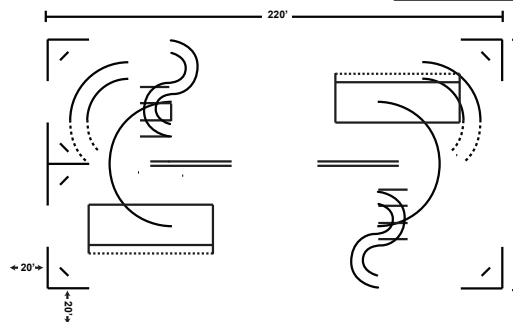
MSF requires all ranges to have a minimum of 20 feet of paved runoff. Training Provider, in consultation with an active MSF-certified RiderCoach, shall determine whether the range location and configuration is appropriate in light of any potential safety hazards beyond 20 feet from the range.

### THIS SECTION MUST BE COMPLETED BY AN ACTIVE MSF-CERTIFIED RIDERCOACH

*RiderCourse(s)* to be conducted at this range: ☐ BRC ☐ ERC ☐ ARC-ST ☐ 3WBRC ☐ Other \_\_\_\_\_

### SELECT YOUR PROPOSED RANGE LAYOUT:

- ☐ **Standard Range** (As pictured to the right)
- ☐ **Alternate Range** (Submit first page of selected layout from the Alternate Range Diagrams located at <https://www.retsorg.org/Features/RERPMaterials.aspx>)
- ☐ **Modified Range** Length \_\_\_\_\_ by Width \_\_\_\_\_  
 (See information on following page)



### RIDERCOACH

I affirm that I am a currently active MSF-certified RiderCoach and have inspected the above-stated site and the proposed range layout. I affirm that the dimensions, runoff space, and photographs are accurate as indicated and that the range location and configuration is appropriate.

RiderCoach Name (Print): \_\_\_\_\_ RiderCoach ID#: \_\_\_\_\_  
 RiderCoach Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### SIGNATORY TO RERP AGREEMENT

The information above is accurate and I accept responsibility for all MSF *RiderCourses* conducted at this location.

Name (Print): \_\_\_\_\_ Phone: ( ) \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### STATE OR MILITARY ADMINISTRATOR

I am aware that this range is being applied for under \_\_\_\_\_  
 RERP# / Business Name / Military Base  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ALL NEW RANGE APPLICATIONS MUST BE SUBMITTED AND OFFICIALLY RECOGNIZED IN WRITING  
 BY THE MSF PRIOR TO CONDUCTING TRAINING ON THE RANGE**



## MSF RIDERCOURSE<sup>SM</sup> RANGE INFORMATION FORM

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A **Standard Range** is a full size range (120' x 220') completely free of any obstacles/potential obstacles\* or problematic surface conditions\*\*.

An **Alternate Range** is a range that is less than full size AND completely free of any obstacles/potential obstacles\* and/or problematic surface conditions\*\*.

A **Modified Range** is a range that is full size with obstacles/potential obstacles\* and/or problematic surface conditions\*\* or other than full size with obstacles/potential obstacles\* and/or problematic surface conditions\*\*.

===== **MSF REQUIRES ALL RANGES TO HAVE A MINIMUM OF 20 FEET OF PAVED RUNOFF.** =====

### REQUIREMENTS WHEN SUBMITTING PROPOSED MODIFIED RANGE DIAGRAMS:

**Requirement 1.** Contact an experienced, actively certified MSF RiderCoach or RiderCoach Trainer or your state coordinator for assistance with your proposed range.

**Requirement 2.** Draw the range layout and path of travel for exercises 2 through 17 (one diagram per exercise per page). Note the range scale on each page and label all dimensions in all directions. The MSF suggests using simple 1/4" ruled graph paper with a 1/4" = 10 feet scale for this. Computer-generated diagrams are also acceptable as long as all other diagram requirements are met.

**Requirement 3.** Identify all obstacles/potential obstacles\*, and problematic surface conditions\*\* within the riding area as well as in the 20' of paved runoff. A minimum 20' of separation must be maintained between all paths of travel and obstacles. Obstacles should not inhibit the line of sight between RiderCoach and participant.

**Requirement 4.** For each and every exercise (one per page), illustrate the student's path of travel and indicate the distance between the path of travel and any obstacle (at the closest point where the student passes by that obstacle).

**OR -**

Alternate Range diagrams from RETSORG with appropriate dimensions may be used for Modified Range submissions. The obstacles/potential obstacles\* or problematic surface conditions\*\* must be depicted on the diagram for each exercise. The student's adjusted path of travel with 20 feet of separation from any obstacles and/or problematic surface conditions must be depicted for each exercise

\* Obstacles/Potential Obstacles include, but are not limited to:

- Curbs
- Light Poles
- Buildings
- Islands
- Trees
- Walls or Fences
- Speed Bumps
- Drop-Offs

\*\*Problematic Surface Conditions:

- Drains or Grates
- Potholes
- Rough Surfaces
- Cracks in Surface

**NOTE: A new or relocated range is not approved until a RERP letter has been issued by the MSF to the Sponsor or Site Administrator that documents recognition of the new or relocated range. The act of submitting documentation for a new or relocated range does not constitute permission to operate the proposed range. ALL NEW RANGE APPLICATIONS MUST BE SUBMITTED AND OFFICIALLY RECOGNIZED IN WRITING BY THE MSF PRIOR TO CONDUCTING TRAINING ON THE RANGE.**